



## **JOINT LEGISLATIVE AND EXECUTIVE TASK FORCE ON CAPITOL BUILDING REHABILITATION AND RESTORATION AUGUST 15 AND 29 MEETING SUMMARY**

Mr. Tom Whetstone, of HDR Architecture, Inc., and Mr. George Skarmas, of Preservation Design, led the Task Force through the meeting summarized below.

### **AUGUST 15, 2013 MEETING**

Mr. Whetstone said he is currently proposing four committee rooms for the House and four committee rooms for the Senate. He said he believes that meeting space seems to be what is lacking for most people. Ms. Vicci Colgan from the State Auditor's Office asked if any consideration had been given to how often those rooms are used throughout the year.

He said the Legislature seems to be the utmost priority for use of the Chambers during the session. JAC runs concurrently during the session so that is something that should not be offsite. The next priority is the Governor's office and their security detail, including the policy office request from the Governor. Next, is the Attorney General who statutorily has to be in the building. The last group together is the Secretary of State, Treasurer, Auditor and Superintendent. Co-chairman Ross told the Task Force that Management Council has tried to set out how this decision is going to be made and that at some point that decision needs to be made by the Task Force. He also believes the hierarchy Mr. Whetstone setup is appropriate. Ms. Colgan voiced concern about whether this would continue making the building a working Capitol given the amount of time the building would be empty. Mr. Sam Shumway said he believes that as this project is sold to the public, the number of days the Legislature is in session could give the impression that the building is being underutilized after the renovation. He asked how the space would be best utilized the rest of the year. Ms. Jayne Mockler said that every group needs to have a discussion about what can stay in the building and what can go. She said the Legislature has had that discussion about the Program Evaluation and Research sections.

Based on those priorities, Mr. Whetstone provided the Task Force with two proposed plans. Priority one provided session functions in the rooms around the Chambers on the second floor and minority floor leader and chairman offices around the Chamber on the third floor. JAC would be located on the second floor as well as another committee room and two large committee rooms on the third floor as well. On the first floor, Capitol police and the information desk would have additional space, the Governor's office in addition to the policy staff and the Attorney General's office would both be located in the east wing and LSO offices would be located in the west wing. The second option would be to provide ceremonial offices in the west wing instead of LSO offices, leaving little space for LSO staff after the session needs are met on the second and third floors. Additional LSO offices would be accommodated on the basement level in addition to the Governor's staff.

Mr. Whetstone also provided a proposal to expand and "heal" areas in the Herschler building including the connector tunnel and an addition to the building. The addition to the building would add 10,000

square feet. He also believes the link to the Herschler building would be an asset and provide a great opportunity for restrooms and committee rooms.

### **AUGUST 29, 2013 MEETING**

Mr. Whetstone and Mr. Skarmas explained that although the total space of the Capitol is about 60,000 square feet, the net usable space is about 50,000 square feet. Mr. Whetstone explained that based on his space planning meetings with the legislative branch and the elected officials, the total request for space from the Legislature and the five elected officials is about 92,000 square feet.

Mr. Whetstone continued the process from the August 15 meeting to examine different ways that the available 50,000 square feet could be used. He noted that he provided two plans at the last meeting and has developed additional plans to review.

He reminded the Task Force of the prioritization of needs that he developed for the last meeting as follows:

1. Legislature and Session Support
  - a. Chambers
  - b. Leadership offices and secretaries
  - c. Attorney room
  - d. Joint Appropriations Committee
  - e. Committee Rooms\*
2. Governor
  - a. Governor's Office and Security
  - b. Policy Office
  - c. Attorney General
3. Secretary of State, Treasurer; Auditor; and Superintendent of Public Instruction

Ms. Colgan asked why the Attorney General was ahead of the other electeds in the priority list. Mr. Whetstone stated that the Governor had requested the Attorney General be near the Governor's Office.

Mr. Whetstone noted that some of the space needs identified can be met in other buildings, such as the committee rooms. For consideration at today's meeting, Mr. Whetstone developed a list of space needs to remove from the Capitol and to be included in the Herschler connector and Herschler Building for purposes of evaluating some additional configurations at this meeting. These include:

- Chairman offices;
- committee secretary office pool;
- all but one committee room;
- LSO attorneys
- LSO Program Evaluation;
- LSO large committee room;
- large conference room for each elected;
- miscellaneous storage where acceptable;
- media;
- cafeteria

He explained that he developed this adjustment if someone suggested something could be off site. He noted that he had to take some things out of the building to even get in the range of 50,000 square feet to discuss options. He explained that just because he is presenting some options, that doesn't mean that

these are the right solutions and it will be up to the Task Force to decide the right adjustments. He encouraged the Task Force to look at different combinations of programming and see what the building can accommodate.

He noted that the Management Council has said that committee rooms and chairmen's offices could be out of the building, so he also included the secretaries for those committees. He noted that with generic committee rooms approved by Management Council, both House and Senate Chairmen would need offices and the secretaries would need a bull pen office. He believes the Herschler connecting tunnel can be improved and this may be an ideal location for these needs.

He noted that this adjustment would assume that LSO attorneys are only in the Capitol in the "bull pen" style House and Senate attorney offices during the session and then move to the Herschler building the interim. Co-chairman Ross expressed concern about moving the attorneys into the Herschler building during the interim, because of the number of support and executive staff that is associated with their work both during the session and the interim.

Ms. Colgan expressed concern about the building remaining a working Capitol outside of the session, and questioned why any of LSO would need to be in the Capitol, given the session only meets 20 to 40 days a year. She questioned if it would remain a place people would want to visit. She also expressed concern about whether the concept of separate but equal branches are represented if the other four elected officials, besides the Governor are not represented in the building. Co-chairman Ross stated that he thought moving LSO out of the building is a radical idea. He noted that it is important to have a good understanding of the programming function of LSO and the importance of understanding the logistics of why they need to be close to the chambers. Ms. Suzanne Norton, of A&I Construction Management, noted that this is a process to evaluate all options. Ms. Colgan noted that she was just representing the deputies to try to explore as many options as possible.

Mr. Whetstone presented the Task Force with five options to consider. [Options listed in slides] Co-chairman Ross questioned the wisdom of breaking up offices and questioned if there would be costs and inefficiencies associated with that. He asked if it may make more sense to have one or more functions located off-site in their entirety. Mr. Whetstone noted that Option 4 provides that with the addition of a ceremonial office in the Capitol, but that the full office would be represented in the Herschler Building. Ms. Mockler raised concerns about ceremonial offices and losing the idea of a working building. She suggested perhaps that two or three of the electeds could have full offices in the building and the others move into the Herschler. Ms. Colgan raised concern about the concept of separate but equal branches and what elected official would be willing to voluntarily move their office out of the Capitol. Mr. Sam Shumway, of the Superintendent of Public Instruction's Office raised concern with the idea of growing government to duplicate needs with ceremonial offices and staff in different places. He also noted that it may send a message to the public if the elected officials are moved out of the Capitol to clear space for LSO. He noted that LSO needs to be in the Capitol when the Legislature is in session, but if the Capitol belongs to LSO year-round that sends the wrong message. Co-Chairman Zwonitzer raised concern about ceremonial offices, because he does not think it is a good use of space to be used occasionally. He believes these offices need to be large enough to have a purpose, with executive staff, the deputy, etc. He noted that a ceremonial office for use primarily during session is probably giving more square footage for state government than needed.

Ms. Colgan requested that the Task Force examine the assumption that most of the building belongs to the Legislature. She requested a plan that would split the space between the elected officials and the Legislature equally. Co-Chairman Ross noted that he agrees with the concept of separate but equal and he does not believe that moving into a different space diminishes that. He noted the Supreme Court is no

longer in the Capitol. Ms. Colgan noted that the Supreme Court is in a historic building befitting it and there are not other buildings like that available.

Mr. Whetstone reminded the Task Force that he and Mr. Skarmear believe the problems in the Herschler Building can be fixed and that the building could be a viable alternative for overflow from the Capitol. He also noted that the connector between the Herschler and the Capitol could be improved to make the connections between the buildings better.

Co-Chairman Zwonitzer noted that LSO has prioritized what functions it believes could be moved to another building and he thought the elected offices were going through the same exercise. Ms. Sharon Garland, of the Treasurer's Office noted that the electeds did meet but wanted to know what LSO was willing to give up. Ms. Kari Gray, Governor's Chief of Staff, stated that she believes the Task Force needs to start with the premise that the Legislature is going to be in the building. She would like to see more development of the plan for expansion of the Herschler Building to accommodate the needs that will not fit.

The Task Force was also presented test fit options for temporary relocation during the renovation. These areas included temporary modulars on the Safeway site, remodeling the Safeway building, temporary modulars on the St. Mary's property and a temporary structure on the third floor of the parking structure.

Mr. Whetstone told the Task Force that the hope is to begin Level III design for the Capitol during the fourth quarter of 2013, so that design and construction dollars can be requested during the 2014 Budget Session. Occupants of the Capitol would move out of the building in the second quarter of 2015 and the project would be completed in 2017.

He noted that if the Task Force would like to expand the Herschler Building for overflow needs that the Level I and II work needs to begin immediately. The Task Force moved to request SBC to call a special meeting to allocate \$300,000 to begin Level I and Level II design for the Herschler building remodel and expansion in conjunction with the renovation of the Capitol. The motion was adopted unanimously.

Mr. George Skarmear, of Preservation Design, told the Task Force that his cost estimator will be developing conservative project costs. The cost analysis that will be done will provide a worst case scenario. The team will be make sure that everything is identified over the next few weeks to ensure the budget is accurate and can be defended. In addition to the project cost, the cost analysis will include the cost for temporary relocation as well.

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## SEPTEMBER 10, 2013 MEETING SUMMARY

Mr. Tom Whetstone, of HDR Architecture, Inc., and Mr. George Skarmeeas, of Preservation Design, led the Task Force through the meeting summarized below.

Mr. Whetstone explained that today's meeting will focus on what the Capitol is capable of doing and how much space is required for building systems and other code compliant issues. He presented no additional space plans at this meeting and indicated to the Task Force that additional, revised plans would be presented at the next meeting on September 25.

The Task Force continued to work to refine the project constitution, which will guide the work of the project and will be the tool against which project solutions are measured. [Please see attached draft.]

Mr. Skarmeeas indicated to the Task Force that the building's occupant load based on the Life Safety and Fire Protection draft assessment is 1,863 people. After possible interior space alterations required during the building's makeover, he indicated that number would likely need to be lowered to 1,459. These estimates include not only full-time staff of the building but legislators, visitors, tourists, lobbyists, etc. that use the building throughout the year.

Mr. Skarmeeas walked the Task Force through the building analysis beginning from the basement and working up to the attic. On each floor, he indicated what areas may be occupied by mechanical and service rooms and where elevators and restrooms may be located. Currently, the building lacks adequate restroom space, so Mr. Skarmeeas is proposing restrooms on all three levels of the building and in the basement. [See link in email to presentation.] Currently, the net useable space in the building is 60,200 square feet. Mr. Skarmeeas estimates that after the building's needs are met, there will be a net usable space of 52,521 square feet available for the occupants of the building.

He also showed the Task Force where walls can and cannot be removed based on historic masonry of the original building and the two additions to the building. He explained that the first floor and basement of the east wing are naturally joined together with the ability to open up walls and the existing staircase in that area. He explained that this configuration is possible because the two areas used to be the state library.

Mr. Skarmeeas explained that in the 1888 portion of the building on the second and third floor, the building is ideally laid out to change the Room 213 suite on the second floor into a mirror committee room across from Room 204. He explained that the rooms on the north side of the Rotunda on the third floor could also be turned into a large committee room similar to Room 302 on the opposite side. This would give the Legislature four committee rooms on the second and third floors surrounding the rotunda. He recommends moving the restrooms out of the chambers and locating the adjacent to the chambers and moving the elevators out of the historic corridors. [See slides.]

Ms. Mockler expressed concern with the second floor configuration of bathrooms and elevators off of the public lobbies, noting these areas are already very congested during session.

Mr. Skarmeeas explained that he could take the documents he has with the general areas of where mechanical systems and restrooms would be located and begin to do cost estimating for the restoration of the building. He explained additional options for mechanical systems and noted that the design team will also look at how to move some of the mechanical systems off of the north side grounds of the Capitol. He explained that the mechanical needs in the second and third floors will be serviced from the attic, while the needs in the first floor and basement will be serviced from the basement.

Mr. Skarmas explained that the Herschler connector and the Herschler addition and remodel will be critical for helping to meet not only space needs, but also building service needs. Senator Emerich noted that the Herschler component is key because some people will need to move out of the Capitol. He urged the parties to let go of ego that says "I have to be in the Capitol" and really analyze whether needs can be met in the Capitol Complex instead. He likes the word "functional Capitol" instead of "working Capitol," because it won't have as many people in it.

Mr. Whetstone explained recent meetings he has held with building occupants regarding space needs. He noted that he met with the LSO again and learned a lot about how LSO functions and how spaces work with session. He also met with State Treasurer and State Auditor. He explained that from a space planning standpoint, he is trying to find the right size for each office and to restore the honor that belongs to each office and the staff who work for each office. He recognizes that the program work expands the square footage needs a lot, but it is based on need. He is trying to determine how you can use space prudently in a historic building. His goal now is to determine what functions fit in the building and what compromises the Task Force will make to create a workable solution. He stressed that the Task Force needs to come to a workable solution because this building is in need. He reminded the Task Force of the stones falling off the building, that it is an unsprinkled building.

Ms. Arp noted that the elected officials have asked two questions of the design team: First, what if LSO did not take up so much space in the building? She explained that if the Legislature and LSO was in the building, the elected officials would only have honorary offices at the most. She asked the design team to look at whether the Legislature, Governor and the elected would all fit. Second, rather than relegating the other four elected officials to the west wing in ceremonial offices, she asked if the Governor's Office could be located where the Attorney General's Office is and in the basement area below that. Then, the main entry for each of other four elected officials could be right off of the Rotunda, similar to the way the Secretary of State's Office is currently configured.

Ms. Colgan stated that the Auditor and Treasurer strongly suggested developing a plan that would allocate the basement and first floors to the Executive branch and the second and third floors to the Legislature. She explained that the State Auditor met with the Task Force Co-Chairs personally to express that she strongly felt that the electeds should be represented in the building and should be allocated a fair amount of space. Ms. Colgan noted that she understands the concept of everybody giving up a little, but she believes that the elected officials should be able to allocate the space they have. She also noted that there has been a lot of space "creep" with LSO. She stated that LSO has essentially taking over space and that it is a matter of the fact that they kept persisting. She requested that the Task Force examine the concept of separate but equal branches. She suggested that members of the architectural team visit the tour guide about who comes in this building and who they want to see.

Co-chairman Zwonitzer stated that he did meet with Auditor Cloud and committed to her that the Task Force would look at how to create an effective space in the building for each of the elected officials that would be more than a ceremonial office, but that everyone has to give up something. He asked if it is just tradition that the Legislature has the second and third floor or if there is something formalized. Ms. Mockler stated that it is based on tradition and that in the past the third floor was used for other purposes, such as the Big Horn water adjudication.

Ms. Mockler said she liked the idea of presenting the elected officials offices in a different way in the Rotunda and asked why the Executive branch needs to be isolated to the basement and first floors and why the Legislature would need to be isolated to the second and third floors. She said that everyone needs to think outside of the box, including the Legislature. She questioned if it is really critical that the attorneys have to be in the Capitol in the interim and that it is mainly Cheyenne legislators who use them outside of the session. She also noted that program evaluation staff do not need to be in the Capitol.



Co-chairman Zwonitzer asked what steps would need to be taken to make this vision happen. He noted that LSO can go back and look at their space priorities, but he needs the same commitment from the other elected officials. He explained that he has the whole problem of convincing the legislative branch that philosophically the executive branch would get two floors and the legislative branch would get two floors, since LSO takes up half of the basement now.

Ms. Whetstone explained that none of the drawings presented so far answer the space question and he will come back with more drawings. He will come back to the Task Force with drawings to have the Legislature on the top two floors and the executive branch on the first floor and garden level. He noted that the most important priority in the study is to develop a budget. Mr. Whetstone suggested that it may be a good idea if the Task Force heard presentations from each of the occupants in the building regarding space needs so that everyone would have a better sense of everyone else's needs. He explained that everyone should understand what others need and that everyone is only looking at the problems from "their side of the fence." He explained that he has met with each agency and learned a lot about what each agency does, but he has not been able to convey that to the Task Force. He noted that to convey to the Task Force why the attorneys are important to the LSO, that he is probably not the best messenger. He recommended a 10 to 15 minute presentation by each agency to explain what is important to them. Co-chairman Zwonitzer said he doubted that the elected officials would want the Task Force questioning their needs and Ms. Colgan said that she did not think it was appropriate. Ms. Arp said a great thing about the process has been that the design team has not told each agency where they should go or whether each agency should stay together or divide. She noted that she feels comfortable having the design team take the information that they have to look at options for how things can fit and to run it back by each entity.

Mr. Whetstone explained that he is revisiting the priorities established in earlier meetings, but wants the Task Force to understand the reason for the order of the priorities. He noted that the first priority based on Mr. Skarmeas' presentation is to look at what the building provides and what the building can do. He noted that the next priority is to look at what is needed in the building for a legislative session, because the chambers will remain in the building. Then, the needs of the Governor and the other elected officials are considered. He noted that it really comes down to the presence of how much of LSO will be in the building. He noted that he needs to know whether the Capitol is a meeting house or the address for state government and that changes what you keep in the building. He explained that he is analyzing the word "Legislature" versus "Session" in these priorities.

Co-chairman Zwonitzer voiced concern about losing the Legislature's support for the project if most of the LSO staff is moved out the Capitol. He noted that the Legislature appropriated funds for the project, because the branch is outgrowing its space and he noted that where the Task Force is going would force him to turn his back on where his colleagues are at on this project. He said the intention was for the Legislature to have better space for the public to participate in the process and the idea of moving most of the Legislature's staff out of the building is antithetical to this purpose.

Mr. Whetstone explained that the Herschler Building and the connector are critical to help answer some of the space needs identified and why a Level I and II study of this space is needed in conjunction with the study of the Capitol. Ms. Arp agreed that it is important to include the Herschler addition, remodel and connector, because not everyone will fit back into the Capitol and it is important to know where people will go. However, she noted that she cannot speak for her boss without more discuss and a better understanding of what a Herschler addition would mean for the elected officials. She explained that if it means that it is the "kiss of death" for staying in the Capitol, they would want to know that and that they would need more explanation to convince them doing a study of the Herschler Building is the way to go.

Ms. Colgan and Ms. Arp expanded on their concerns about pursuing a Level I and Level II funding request for the expansion of the Herschler building to the north and the connector corridor between the two buildings. Both deputies believed that since a plan was presented to the Task Force during prior meetings that illustrated only the Legislature and Governor in the building, the electeds have had concern about approving funding for the Herschler Building for fear that is where they will be forced to move.

The Task Force members agreed that more education would be needed for the State Building Commission members about the Herschler building expansion prior to the SBC's October meeting. The Task Force agreed that the Herschler Building study is needed because "you can't put a quart back in a pint container." The members also reinforced their desire to pursue Level I and Level II funding from the SBC for the Herschler building and connector expansions because this overflow space will need to be created at the same time of the renovation of the Capitol. Ms. Arp and Ms. Colgan said that they will need a commitment that all options are on the table for overflow in the Herschler and not just the elected officials' offices. Co-chairman Zwonitzer said that he and Co-chairman Ross were committed to leaving all options on the table. Mr. Whetstone told the members that Level I and Level II would need to begin now to ensure that work is started at the same time as the Capitol renovation. He also added that it's important to remind the SBC that the legislative members of the Task Force were the ones to reject his proposals to remove the electeds from the Capitol and made it clear they did not like the plans that would only allow the Legislature and Governor to remain in the building. Ms. Colgan expressed appreciation that it has been the Legislature's perspective on the Task Force that the elected officials will stay in the Capitol.

Mr. Skarmas noted that all Capitol renovations have this kind of debate about who stays and who needs to go. He stated that the reality is very simple. Government has grown. The available space in the building shrinks because of the need for code compliance and building systems. He urged the Task Force to remember their commitment to the building itself, reminding the members that the building has no sprinklers, the stones are falling off, and there are code issues. He noted that projects have been killed in the past because everyone wanted their way but the citizens are entitled to a better building. He explained that it is the role of the design team to provide choices, but collective agreement needs to be reached about what is going to happen to the building.

The Task Force is scheduled to meet again September 25 at 9 a.m. in Herschler B63.

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## SEPTEMBER 25, 2013 MEETING SUMMARY

Prior to the Task Force's meeting, members of the State Building Commission voted 3-2 to provide spending authority up to \$300,000 to expand the Capitol Level I and Level II design study to include space in the connector tunnel between the Capitol and Herschler Building and to study how the Herschler Building could be used for displaced Capitol workers once the renovation is completed. The study will also look at the possibility of renovating and adding onto the Herschler Building.

At the conclusion of the special SBC meeting, the Task Force met and members discussed a number of issues including: fire protection engineering, space planning options and temporary facilities during the renovation work. Mr. Tom Whetstone, of HDR Architecture, Inc., and Mr. George Skarmear, of Preservation Design Partnership led the Task Force through the meeting summarized below.

### **Fire Protection Engineering**

Mr. Whetstone introduced Mr. John Devlin of AON Fire Protection Engineering and outlined what the code analysis discovered about the building. Mr. Whetstone told the Task Force that as the building is currently, if there were some kind of fire event, there would likely be casualties due to the lack of sprinkler and smoke detection and smoke evacuation systems.

Mr. Devlin explained to the Task Force that his team did a series of tests using the Building Information Model to see how the building would perform in the most likely scenarios that could occur in the Capitol and analyzed the differences between how the building would perform today versus how the Capitol would perform with the proper systems in place. The initial problems the team found were the large open staircases in the building, combustible building materials in the attic, no fire separation between the attic and the rest of the building, no fire detection system in the building, relying on someone to call Cheyenne Fire, low hand rails in the Rotunda and inadequate exit signage.

Mr. Devlin explained that, within the life safety code, there are eight scenarios to look at and how they apply to the building. The analysis conducted assumed 1,214 occupants in the building during peak occupancy, however the team believes that number will more likely be around 900 occupants. After analyzing each of the eight scenarios, the team determined that five of them could be eliminated while three needed to be analyzed further. (See slides) He identified the Christmas tree as the most severe fire scenario due to its location and no sprinkler system in the building.

He informed the Committee that the building failed every test that was conducted very early in the process. Since the building's footprint is so small, there are a lot of people in one area trying to use two staircases all at the same time. To allow occupants more time to get out of the building, the team plans to sprinkle the entire building and find ways to get smoke out of the building during an event to allow people more time to exit safely.

Until the building is renovated and a fire suppression system can be installed, Mr. Devlin recommended fire drills and evacuation education for the occupants of the building to ensure their safety and a timely evacuation in the event of an emergency.

### **Space Planning Options**

Mr. Whetstone provided the Task Force with an overview of some initial plans on how the Herschler Building could be reconfigured in a way that is welcoming and accommodating to the displaced occupants of the Capitol and the public. He also stressed the importance of the Herschler Building as part of the Capitol renovation project and explained that a few changes to the building will make a big difference in how it functions. Some of the initial problems he identified included: having the elevators at

your back when entering the building, how the circulations of the floors do not line up vertically from floor to floor, not being able to see daylight at the end of the tunnel when entering the corridor from the Capitol and lack of natural light flowing into the building. He believes much of that can be corrected by lining up the corridors vertically so that every floor is the same, removing Room B-63 and the elevation differences so there is a clear, straight connection from the Capitol to the Herschler building and creating a central hub in the building so people will know where to go. (See slides)

Mr. Whetstone developed nine different plans to accommodate various Capitol occupants in the future, but only presented three to the Task Force. These different plans gave each entity (Legislature, Governor, and other electeds) different levels of priority and illustrated that no entity's needs can be met 100 percent with every entity in the building. (See slides)

The plans also illustrated four committee rooms in the Capitol on the second and third floors off the Rotunda (Room 302, Room 204, Room 213 and Room 308 suite of offices) as well as five additional committee rooms in the connector tunnel between the Capitol and Herschler Building. Each committee room would be about 1,000 square feet (similar in size to Room 302). In addition, the connector would include committee chairman offices and restrooms. Mr. Tony Ross voiced a concern about security issues with people entering from additional entrances and creating more areas for Highway Patrol to monitor. Mr. Whetstone also illustrated areas of the Herschler Building that the displaced Capitol workers could be relocated and estimated about 15 percent of the building would need to be repurposed for the Capitol occupants. (See slides)

Mr. Ross expressed concern to the Task Force about inefficiencies in any plan that gives the electeds the basement and first floors and the Legislature the second and third floors. He noted that there isn't space in the building for every entity, but Mr. Whetstone's plans try to accommodate that as requested, so every group is forced to spilt up and spread into other areas such as the Herschler Building. Ms. Jayne Mockler noted that these plans show everyone how limited space is in the Capitol.

Ms. Mockler asked Mr. Whetstone and Mr. Skarmas whether the Task Force is giving them enough direction to accurately cost out this project and if decisions on who is going where will need to be made before the final report is released with the cost estimates. Mr. Skarmas said he believes that his team will have enough information gathered by the time the final report is released to provide accurate cost estimates for the project. He said the first floor will likely be the most challenging to figure out since the Chamber functions will not be removed, making the second and third floors straightforward. He also told the Task Force that as long as the members agree on the direction of the project and how his team is pricing it, decisions on how the space is going to be used can be made later.

Mr. Illoway told the Task Force he still believes the basement and first floor should be designated for the electeds and the second and third floor should be for the Legislature. Ms. Mockler voiced concern about designating the first two floors for the electeds and top two floors to the Legislature, since not everyone's needs can be met in the Capitol. She believes one of the goals to this project should be making government easy to find, and that can't be accomplished if everyone is spread out over several buildings.

### **Temporary Spaces**

Mr. Charlie Van Over provided the Task Force with a summary of potential temporary space solutions using modular buildings on the site of the old Safeway building. Separate moduls for each entity of the Capitol would be raised off the ground and covered platforms would be installed to connect each modular. These moduls would need to be set up and ready for the Capitol occupants before the end of the 2015 General Session. Mr. Van Over outlined three options for the Task Force to consider and provided a cost for each option.

The first option would be to use modular buildings for all of the Capitol occupants, including the House and Senate Chambers and to demolish the existing Safeway building. This option would cost \$3.9 million including utilities, plus \$1 million for the House and Senate modulares plus \$350,000 to demolish the Safeway building.

The second option would be to use modular buildings for the Capitol occupants and to build two temporary metal buildings for the House and Senate. This option would cost \$3.9 million for the modulares, plus \$3.7 million for the metal buildings, plus \$350,000 to demolish the Safeway building.

The third option would be to renovate the old Safeway building for the House and Senate Chambers for \$3.5 million plus \$3.9 million for the Capitol occupant modulares.

Mr. Van Over told the Task Force that he and A&I staff have met with the City of Cheyenne about these potential plans and they were “warm and receptive” to the idea, but since this has never been done before, there is some uncertainty. They also encouraged public involvement since this will be set up in the neighborhood for at least two years. The Task Force also expressed a desire to look at tearing down the existing houses that are located on state property for additional space if needed. The members also suggested the possibility of using the modulares beyond the two-year Capitol renovation for the Herschler building occupants if that building is remodeled as well.

Mr. Skarmeas suggested considering the Little America Hotel conference center to hold the legislative sessions during the renovation. He believes the large ballroom for the Chambers, smaller conference rooms for committee rooms and access to food and other amenities make it an ideal location for the session. The Task Force members suggested that A&I Construction Management begin developing an “audit” of all the space that is available in existing state buildings, as well as potential non-state locations within Cheyenne and begin discussing logistics with Little America about potentially hosting two legislative sessions.

### **Miscellaneous Items**

Mr. Whetstone provided an overview of the key dates and timelines for the project. (See slide) The goal continues to be moving out of the Capitol following the 2015 Session and moving back in prior to the 2018 Session. The Task Force also approved the final version of the project’s constitution. (Attached)

The Task Force plans to meet again during the week of October 14 and SBC may need to hold a special meeting to review the draft report for the project in late October or early November. The Task Force suggested inviting members of the Management Council and the Joint Appropriations Committee to that meeting, as well. Mr. Whetstone said his team plans to release the final report December 10. He also asked that the Task Force’s mission be outlined for the next few years as the project continues. Ms. Mockler suggested extending the Task Force’s authority beyond June 30, 2014 in the form of a bill during the 2014 Budget Session.

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## OCTOBER 17, 2013 MEETING SUMMARY

The Task Force met on October 17 to discuss a number of issues including: HVAC systems, smoke evacuation systems, restrooms, cost estimates, schedule, and the Herschler building and connector. Mr. Tom Whetstone, of HDR Architecture, Inc., and Mr. George Skarmeeas, of Preservation Design Partnership led the Task Force through the meeting summarized below.

Mr. Skarmeeas began the meeting by going through a number of questions asked by members of the State Building Commission regarding the Capitol renovation project. Mr. Skarmeeas said that the Task Force has wisely chosen to move completely out of the building to do the renovation, unlike in the 1970s when the renovation work was done in stages. For example, Mr. Skarmeeas said that the entire Rotunda needs to be scaffolded. If this were done in stages, the work would be compromised and more expensive.

Mr. Skarmeeas said another question SBC asked is why the elevators need to be relocated. He explained that the elevators are currently reducing the effective width of the corridors, causing “pinching” points in the event of an emergency. In addition, he explained that larger corridors are needed for ADA compliance and larger elevators are required to accommodate a gurney. Mr. Skarmeeas said what his team is proposing is to remove the elevators from the corridors so that they do not cause an egress conflict as they currently do. He also emphasized the importance of fixing all of the problems with the building, versus localized repairs that are not long-term solutions. An example he shared with the Task Force was when a treatment to protect the stone on the exterior of the building was applied. Mr. Skarmeeas said that because of the freeze/thaw cycles that treatment is beginning to exfoliate off and has now done more harm to the building than good.

Other problem areas Mr. Skarmeeas identified include: restrooms that are not adequate or ADA compliant (see slides), railings in the Rotunda that are not the proper code height, the attic space that unifies the building across the board is the most flammable and most at risk because there is no smoke separation (see slides), no smoke detection and no sprinkler system and the lightening and electrical systems are a threat to the building. He explained that comprehensive smoke detection coverage, a full fire alarm system, full coverage by an automatic fire suppression system, smoke exhaust/evacuation system, integration of all systems and long-term moisture control and moisture management need to be addressed as a whole package so that they can be integrated and work together as one system at a lower cost. He also added that the heating, ventilation, air conditioning, electrical systems, plumbing systems and low voltage systems (security, telephone, data, A/V) are obsolete and inadequate for today’s work place.

After a short break, the Task Force reconvened to discuss cost estimates and the schedule for the project. Mr. Skarmeeas explained to the Task Force that over the course of the next 18 months, the Task Force will need to figure out where all of the building occupants go temporarily. He also said that work would likely need to begin on the outside of the building prior to the occupants moving out due to the short timeframe this work will need to be completed during the warmer spring and summer months. He expects total construction to last up to 24 months with the goal of completing the project in time for a rededication ceremony for the 1917 wing centennial. (See slides)

Mr. Skarmeeas said that everything discussed so far indicates five pots of money are needed for the project including: the Capitol renovation; supplemental space; temporary accommodations; furniture, fixtures and equipment and soft costs. Currently, based on the “worst case scenario,” and assuming all of the Capitol occupants will move out of the building for two years, he estimates the project will cost \$120 million, however, believes this estimate is high and that the final cost will be lower. He added that by not moving completely out of the building, the project would likely be delayed an additional year and add \$15-\$20 million. Mr. Skarmeeas told the Task Force that there will also be a cost for moving out of the building as

well. The total square footage of occupants moving out of the building is 60,000 square feet and he is estimating \$50-\$60 a square foot for temporary space. Mr. Whetstone told the Task Force that his team would continue to revise the cost estimates and present additional numbers at the Task Force's next meeting. He also added that he has done a lot of work in Wyoming, and his experience with other projects is that it is difficult to give money back after a project is completed because there isn't a mechanism for that and that it is hard to get everyone on the project in that mindset.

The final topic the Task Force discussed was the Herschler building and connector expansion between the two buildings. Mr. Whetstone provided an overview of "Test Fit 9c" for the Capitol and Herschler buildings. (See slides) This plan would provide space for the Legislature's session functions only on the second and third floors of the building as well as in the connector, while providing space for LSO staff year-round in the Herschler building. The five electeds would then occupy the first floor and basement of the Capitol. Ms. Norton also pointed out that the Legislature may need to address statutory requirements for who needs to be in the building, such as the attorney general. The Task Force members suggested taking out as many statutory requirements as possible for who permanently resides in the Capitol.

Mr. Jeff Fleischer from HDR presented the Task Force with a number of options for both the Herschler building and the connector between the two buildings. (See Slides) The "Connector Minor" scenario would maintain the existing perimeter and maximize the space already available. This solution would minimize the number of committee rooms, make the connector ADA accessible and allow for phased infrastructure installation. The "Connector Link Major" would start with a "clean slate" and require the exterior walls to be revised. This solution would maximize committee rooms, make the connector ADA accessible, require additional egress requirements and allow for a phased infrastructure requirement.

Next, Mr. Fleischer presented the Task Force with changes to the driveway and underground parking areas. The "Drives and Parking Minor" scenario would create a re-envisioned pedestrian focus on the plaza, renovate the existing landscaping contours to create a visually appealing site experience at the driveways, make the area ADA compliant and create a potential area for the relocation of the central utility plant. The "Drives and Parking Major" scenario would create new parking access and revise traffic flow, re-envision pedestrian focus at the connector link and plaza, comply with ADA requirements and develop a new central utility plant location.

Mr. Fleischer then presented the Task Force with several scenarios for the renovation of the Herschler building. The minor renovation scenarios included the development of new elected officials tenant fit-up, ADA compliance, new internal circulation and new building systems. The major renovation scenarios included the development of new tenant fit-up for the entire building, creating new internal circulations, new building systems, new window systems and ADA compliance.

Lastly, the Task Force was presented with scenarios for an addition to the Herschler building. The "Minor Addition" scenario would include: "healing" the bones of the building with new elevators, stairs and toilets, re-envisioned atrium and ADA compliance. The "Major Addition" scenario would "heal" the bones of the building with new elevators and stairs, develop ease of way finding, address ADA compliance, remove existing atrium and replace with a new addition and re-envision north entry.

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## NOVEMBER 4, 2013 MEETING SUMMARY

The Task Force met on November 4 to discuss a number of issues related to the Capitol renovation including: scope of work for the Capitol, Herschler building and temporary facilities as well as the schedule for the project, budget and public engagement. Mr. Tom Whetstone, of HDR Architecture, Inc., and Mr. George Skarmas, of Preservation Design Partnership led the Task Force through the meeting summarized below.

Ms. Suzanne Norton reminded the Task Force that the State Building Commission would be meeting on November 6 to consider an additional \$4.5 million dollars in “gap funding” to continue Level I and Level II studies of the Capitol and Herschler buildings through March of 2014, until the Legislature meets in February to consider appropriations for Level III design and construction costs. The funding was approved by the SBC to continue the design work for the project.

Mr. Skarmas explained to the Task Force that some 25 consulting disciplines would be onsite in the coming weeks to look at a variety of issues that will need to be considered during the renovation. (See page 4 of slides for a complete list) He explained that the purpose of this consulting work is to determine what pieces need to be in place during the renovation and to ensure that every item has been identified with a price tag and is included in the scope of work. Mr. Skarmas anticipates releasing an executive summary of the master plan later in the month. He added that security will not be included from the executive summary to ensure that it remains confidential.

Mr. Skarmas told the Task Force that he wanted to confirm all of the assumptions that have been made up to this point. He explained that the building is logically split into two zones. (See slides page 5) That split would be to designate the upper two floors for the legislative branch and allocate the lower two floors to the Governor and other occupants to achieve optimum occupancy. In addition, he also explained that the building will be restored to its original configuration and that the corridors will be opened up as they were intended. (See slides pages 6-10) The colors in the diagram demonstrate the treatment each area of the building will receive. The blue and green colors represent high quality restoration while the orange areas are support areas that will not receive significant finishes.

Mr. Skarmas told the Task Force that the last assumption he is making about the project for the budget and scope of work is related to the site north of the Capitol (connector and Herschler building.) He said that there is a significant amount of landscaping that has been lost over the years between the building that should be reclaimed both above grade and below grade. He added that whatever is done to the connector needs to be dignified and appropriate for the building and will serve the campus for the next 50 years.

In addition, Mr. Skarmas explained to the Task Force that at some point in the near future, a decision will need to be made about the HVAC and electrical services to the building to ensure that there is 100 percent heating and cooling throughout the Capitol and connector. In order to accomplish that, a larger quantity will be needed since the building is already approaching capacity today. To achieve this, Mr. Skarmas is looking at options to relocate the central plant for the Capitol, connector and Herschler building without disturbing service to the other state buildings in the complex. There are several areas currently being explored for this purpose including the third floor of the parking structure to the west of the Capitol and on the roof of the expanded Herschler building. He believes the connector and Herschler buildings are tremendous assets to the Capitol, so expanding the services to these areas now makes the most sense.



Mr. Skarmas provided the Task Force with an overview of the proposed schedule. He explained that it will be important to stay on the scheduled timeline to ensure the work is completed during the necessary “windows of opportunity.” (See slides page 12-14) If the project were to be delayed even a year, Mr. Skarmas said that the building will continue to deteriorate and that since the sandstone needs to be repaired during the summer months, could cause delays of even two or more years. He also told the Task Force that between now and the end of the first quarter in 2015, all of the decisions for design and temporary space needs to be made and in place so that the work on the Capitol can begin after the 2015 General Session. He also said that two issues need to be resolved regarding the building including what the labels are for each of the spaces and whether there are going to be restrooms on the first floor. Representative Zwonitzer added that he believes that based on the discussions he has had with the Governor and members of the Management Council, they are aware of the Task Force’s aspiration to maintain this timeline and that their desire is to put the committee rooms in the connector.

Mr. Whetstone provided the Task Force with an update on the Herschler building and the connector and the work that is underway. He explained that the plans for these two areas are currently being developed and that they would be presented in more detail at the next meeting. He believes that there are some opportunities to use the building for both permanent and temporary space for the Capitol occupants. He estimates that after the Capitol is completed, there will be 50,000 square feet of usable space with about 93,000 square feet of needs. He also believes it will be important to bring the grade down on the north side of the Capitol so that the connector flows in the best possible way between the Capitol and Herschler building. (See slide page 19.) Mr. Whetstone added that from a structural standpoint, the Herschler building is in very good shape with only a few water infiltration issues, but some mechanical issues and outdated finishing’s need to be addressed, as the building is now 30-years-old.

He provided the Task Force with three different packages to consider for the Herschler building as well as four different packages to consider for temporary space. (See slides page 20-22) The three packages for the Herschler building provide a variety of options, with package A consisting of the least amount of work, while Option C would be the most extensive and would include an addition to the Herschler building, as well as a place for the central plant for the two buildings. The four options for temporary space include a variety of options for the Safeway property and Herschler building that are outlined in the slides.

Mr. Whetstone discussed cost estimates with the Task Force. (See slides page 33). Currently, the team is estimating that the Capitol renovation will cost \$113 million, with a total project cost of \$197 million. The numbers in the orange color indicate a target cost for each of the items listed. Soft costs include the consultant’s fees and other fees that are required to make the project happen. The project contingency estimate of \$10 million is for changes and risks to the project that are available to protect the state if needed. He emphasized to the committee that the estimates for the Capitol are based on work that the team has already completed, while the other numbers are simply placeholder estimates.

Lastly, the Task Force requested that public meetings be scheduled around the state to update the citizens on the project prior to and after the legislative session. In addition, Representative Zwonitzer suggested having a presentation for legislators about the project the Saturday before the session begins in February.

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## NOVEMBER 21, 2013 MEETING SUMMARY

The Task Force met on November 21 to discuss a number of issues related to the Capitol renovation project including: an update on the Level I and Level II study for the Herschler building, including cost estimates and schedule as well as next steps for the project. Mr. Tom Whetstone and Mr. Jeffrey Fleischer, of HDR Architecture, Inc., and Mr. George Skarmear, of Preservation Design Partnership led the Task Force through the meeting summarized below.

Ms. Suzanne Norton, from the Department of Administration and Information provided a brief update on the work that has taken place in and around the Capitol since the Task Force last met. She noted that work has been done to expose older layers of painting that existed during the building's history and geotechnical testing has been conducted around the grounds of the Herschler and Capitol buildings. In addition, Ms. Norton provided the Task Force with an overview of project components and related costs of the recent Wyoming Supreme Court building renovation. (See Slides) Lastly, she provided an overview of the Level III design scope of work that will be funded by the additional \$4.5 million approved by the State Building Commission earlier this month.

Mr. Fleischer provided the Task Force with four conceptual design packages with varying degrees of work to the Herschler building. (See illustration in slides) Design package one is a limited change to the existing building with minor changes to the connector link between the two buildings, minor changes to the underground parking and central utility plant as well as minor renovations to the Herschler building. The estimated cost for this design package is \$10.9-\$20.7 million.

Design package two begins to maximize the connector link between the two buildings and create space for chairman offices, committee rooms, breakout spaces and restrooms. There would also be major changes to the underground parking drive access and central utility plant as well as a minor renovation to the Herschler building to provide executive office space for the elected official offices. The estimated cost for this design package is \$34.2-\$46.6 million.

Design package three would maximize the connector link between the two buildings, make major changes to the parking drive access, change the traffic circulation entry and exit points of the underground parking area, major changes to the central utility plant, do a major renovation to the entire Herschler building and build a minor addition. This package would also re-envision the entry points into the building and provide more of a connection to the Capitol. The estimated cost for this design package is \$49.9-\$90.7 million.

Design package four would maximize all of the spaces with major construction to the connector link, underground parking drive access, central utility plant, a renovation to the Herschler building to make the entire building Class A office space and a major addition to the building. With the addition to the Herschler building, the central utility plant would likely be moved to the top of the Herschler building addition, providing additional space in the connector. The estimated cost for this design package is \$93.3-160.5 million.

Mr. Whetstone told the Task Force that his recommendation for the Herschler project would be to pursue a variation of design package three and that he believes the cost would be closer to the lower end of the \$49.9-\$90.7 million estimate. This variation would provide a hybrid connector design, make major changes to the parking drive access, change the traffic circulation entry and exit points of the underground parking area, major changes to the central utility plant, a renovation to the Herschler building to Class A space and a minor addition to the building. The Task Force expressed concern about any of the options that do not include creating additional office space and supported maximizing the available space in both the connector and the Herschler building by renovating the existing spaces and adding on to the north side

of the building. In addition, he provided a cost estimate of \$225,000,000 for the entire project including, the Capitol building, connector and Herschler building. (See slides page 72)

Mr. Whetstone provided the Task Force with an overview of the additional assets around the Capitol and reviewed the studies that have been conducted in the past, including the executive office building for the St. Mary's property, the state office building for the Pioneer site and the Herschler construction. He also presented price comparisons to what the projects would have cost when the studies were done compared to when work is expected to begin on the Capitol and Herschler projects (2015-2016). (See slides page 74) He also outlined the potential for using the Herschler building as temporary space during the Capitol renovation as an alternative to the cost of providing temporary space in modulars or other locations. He believes that if work could be done to the Herschler building in 2014 for tenant fit-up, it could be completed prior to the spring of 2015 when the Capitol occupants will need to move out. In addition, he believes that it may be possible for some occupants to move into their new, permanent workspace so that they would only have to move once. He cautioned the committee, however that more work needed to be done on this proposal in the next month.

Mr. Skarmas concluded the meeting by outlining the next steps for the project and what important decisions will need to be made in the coming months. One of those key decisions will be determining the vehicle in which the project is bid and how construction begins. He told the Task Force that the Capitol renovation will likely be one of the largest projects ever attempted by the State of Wyoming and so the normal construction process may not be a viable option for this project. Mr. Skarmas recommended considering a project manager at risk, who would need to be brought on in the very near future. He said that an advantage to this as opposed to the usual design, bid and build process is that a maximum budget is set that cannot be exceeded and that any money left over when the project is completed is split among the State and the project manager. Another advantage is that this person is brought on during the Level III design work so they are much more familiar with the project. Mr. Mel Muldrow, A&I Construction Management Administrator agreed that a project manager at risk would be the best choice for this particular project and a similar strategy has been used with large-scale projects at the University of Wyoming. He also told the Task Force that finding the right person for such a specialized job will be the hardest part.

Mr. Skarmas also expressed concerns about treating the Capitol building like a normal state construction project, because most of the work will require specialized trades that can only be done by a few specialized companies. He said that he believes it would be "suicide" to give such important work to a contractor just because they were the low bidder. In addition, he and Mr. Muldrow told the Task Force that the 70 percent local contractor rule may not be able to be obtained with this particular project and that the Legislature may need to consider making exceptions for the Capitol project. Ms. Norton expressed the importance to the success of project by crafting the partnership between the local contractors and the specialized contractors so that local contractors can maximize their participation on the project and gain that specialized experience for future projects. Mr. Skarmas told the Task Force that he and Mr. Whetstone would provide the Task Force members with a white paper of the possible issues they foresee and potential changes that will need to be made for the project.

The Task Force is scheduled to meet again Tuesday, December 17.

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## DECEMBER 17, 2013 MEETING SUMMARY

The Task Force met on December 17 to discuss a number of issues related to the Capitol renovation project including: an update on the Level I and Level II studies for the Capitol and Herschler buildings, cost estimates and schedule as well as next steps for the project. Mr. Tom Whetstone and Mr. Jeffrey Fleischer, of HDR Architecture, Inc. led the Task Force through the meeting summarized below.

### Capitol Renovation Update

Mr. Whetstone told the Task Force members that his team met with fire code officials from the City of Cheyenne and that they expressed concerns about a number of issues related to the project. The evacuation model shows a 20 minutes evacuation time for 1800 people. In addition, the Level I and Level II designs indicated only having the two staircases in the Rotunda as evacuation points. Mr. Whetstone said he plans to meet with the city to reconcile these differences by showing a more likely scenario of 900 people in the building at one time and installing new stairwells to the first floor, on the north side of the Chambers, where the stairs from the third floor to the second floor exist today. He believes this will address most of the city's concerns for the project.

### Herschler Update

Mr. Fleischer told the Task Force that he has started to develop scope diagrams for the Herschler building, beginning on the basement level. The black dotted lines in the slide (page 14) indicate where demolition would take place. The yellow shading in the slide indicates new a VIP parking area, while the peach color indicates where the new central utility plant for the Herschler and Capitol buildings would be located. The purple color indicates an expanded connector between the two buildings.

Slides 15, 22-24 show planned improvements to the existing Herschler building. The purple color indicates tenant improvement on all four floors of the building, the green color is the existing atrium that would eliminate the current stair step configuration by infilling that area for other uses and the orange area with the red dots around the building illustrate a new window replacement program (as shown in slides 16-21). This would include removing the vertical sun shades between the windows currently and using a new glazing system.

Mr. Whetstone provided the Task Force members with an overview of the square footages for both the Capitol and Herschler buildings. Currently there is 61,774 square feet of usable space in the Capitol. After the renovation, that is expected to decrease to 50,022 square feet. The need for the Capitol occupants is 89,480 square feet leaving a difference of 39,458 square feet. In the Herschler building, there is 173,247 square feet of usable space available and with some right sizing of offices, tenant improvements and expansion to the connector, Mr. Whetstone believes that an estimated 189,693 square feet can be made available in the Herschler building. He told the Task Force that he believes the Capitol occupants that will not fit back into the building after the renovation can be accommodated in the Herschler building without an addition on the north side. Mr. Whetstone said that the diamond shape addition to the Herschler building, would add an additional 56,510 square feet. He also said that with the addition, connector and finding more efficiency in the Herschler building an additional 95,587 square feet of office space could be obtained.

### Project Schedule

Mr. Whetstone told the Task Force that the project is on the cusp of beginning the design work for the Capitol renovation and so a Construction Manager at Risk will need to be brought onto the project in the

near future. He said that although the schedule (See slide 63) shows the project being slightly behind, it's really not. Instead, he thinks there are some opportunities to not construct modulars on the Pioneer Safeway property as first proposed, and instead use the Herschler building for temporary office space during the Capitol renovation. In order to accomplish this, Mr. Whetstone said that Level III design and construction would need to take place for the Herschler building as well as temporary space design and construction for the Capitol occupants in 2014 to prepare for the Capitol renovation in 2015. In order to accomplish this, office space currently in the Herschler building would need to be compressed and shifted so that some occupants of both the Herschler and Capitol building would only need to move once during the project. (See slides pages 65-74).

In preparation for both projects, site work would be needed to the Pioneer Safeway property to provide additional parking during the project, then construction of the new Central Utility Plant would take place underground on the southeast of the Herschler building, followed by construction of the addition to the north of the Herschler building as well as a new drive lane. Once those pieces are completed, work would be done to the connector between the two buildings and lastly cleanup work to the St. Mary's site east of the Capitol that would likely be used as a staging area during the construction.

### **Budget Planning**

Mr. Whetstone spoke about budget planning for the project. (See slides page 76-77) He said that the \$113 million for the Capitol renovation and \$86 million for the Herschler connector and addition are solid budget estimates. The other cost estimates that are still in development include \$2 million for temporary accommodations and space, \$8.5 million for furniture, fixtures and equipment, \$29.5 million for soft costs and \$20 million for the state's project contingency. Currently, the cost estimates for the entire project including the Capitol and Herschler building is \$259 million. Mr. Whetstone explained to the Task Force that he recommended doubling the state's project contingency amount to ensure that the state is covered for items such as design changes or unforeseen conditions out of the construction manager's control. Doubling the contingency amount is within industry standards.

### **Miscellaneous Items**

The Task Force voted to expend no more than \$15,900 to produce a communication plan including an educational presentation and materials for members of the public and the Legislature regarding the project. This will be done by members of the HDR Architecture, Inc. public relations staff with funds from the Level I and Level II studies.

The Level I and Level II report is finalized for the Capitol and the report for the Herschler building will be completed in January.

The Task Force scheduled three additional meetings for January 7, January 21 and January 31.